



**ISLAMIC UNIVERSITY OF SCIENCE & TECHNOLOGY
AWANTIPORA, KASHMIR**

OFFICE MEMO

Subject: Conduct of Internal Assessment – reg.

In anticipation to ratification by Academic Council / Executive Council, the following amendments have been approved by the Vice Chancellor with respect to the conduct of Internal Assessments:

- The Internal Assessment shall have two components, Component 1 and Component 2. Component 1 shall be Mid Term test of 30 marks and shall be conducted at the completion of 50% of course curriculum. The pattern of the said examination shall be only Multiple Choice Based Questions. The Component 2 of the Internal Assessment shall be of 20 Marks and shall be conducted at the completion of 75% of course completion or at the end of three months and shall comprise of Quiz/ Seminar / Viva/ Assignment, etc. No Marks shall be awarded for attendance. Student shall have to obtain a minimum of 40 % marks in Components 1 and 2 together to become eligible for End Term Exams.
- The results of Component 1 of the Internal Assessment (Mid Term Test) shall be posted immediately on the online portal and displayed for information of all students within 3 days of completion of Component 1 of Internal Assessment.
- The Internal Assessment results (Component 1 and Component 2 together) shall be posted online at-least 15 days before the last working day.
- No submission of awards shall be allowed after the due date and Departments / Centres shall have to take special permission from Hon'ble Vice Chancellor with reasons for delay.
- No student having failed in the Internal Assessment shall be allowed to sit for End Term Exams.
- The examination forms shall be issued 15 days before the end of the classwork and after the receipt of the eligibility list so received from Departments / Centres (Internal Assessment Results). The Departments/Centres who do not submit the Internal Assessment awards Online within the scheduled date, the examination forms and the date sheet for such Departments / Centres shall not be notified.
- The examination forms shall be provisional and only such students who have passed Internal Assessment and have met the attendance criteria shall be eligible to download the Hall ticket for appearing in the exams. Such students who have shortage of attendance, shall not be allowed to download their Hall tickets and their provisional examination form submitted by them will stand invalid. The fee so submitted by such students shall not be refunded.
- The Departments shall allow only such students in the exam hall whose Memo has been generated and possess hall ticket.

Note: *The reforms as above shall be effective to all batches from Spring 2023 and onwards.*

By Order,

Sd/-
Controller of Examinations

No: IUST/CoE/23/355

Dated: 17-02-2023

Copy to :

1. Dean Academic Affairs
2. Registrar
3. Finance Officer
4. All Deans / In-charge Deans of Schools/ Directors
5. Principals of Colleges
6. Director IT&SS
7. All Heads / In-charge Heads of Departments / Centres
8. Deputy Registrar Academics
9. Secretary to Vice Chancellor for kind information of Hon'ble Vice Chancellor
10. File.


Deputy Registrar
Examination